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**CENTRAL REGIONAL COUNCIL ON WORKFORCE SERVICES**  
**Department of Workforce Services**  
**1385 South State Street, Salt Lake City, Utah 84115**  
**Monthly Meeting Minutes**  
**Thursday, May 25, 2006**  
**12:30 p.m.**

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Presiding: Greg Diven, Chair

Present: Allan Ayoub, LaRay Brown, Aida Castillo, Charles Daud, Linda Fife, Norman Fitzgerald, Colleen Fraser (for Stephanie Frohman), Tony Gomez, Parley Jacobs (for Stephen Ronnenkamp), Douglas Johnston, Akilah Messado (volunteer), Jon Pierpont, Karen Silver, Susan Smith, Kerry Steadman, Russ Thelin

Absent: Jennifer Carroll, Ben Graham, Nancy Malecker, Jill Merritt, Kevin Schofield, Melva Sine, M. Ali Wilkinson, Julie Zimmerman

Excused: Kent Anderson, Edith Fauver, John Hill, Paul Jackson, Commissioner Colleen Johnson, Senator Brent Goodfellow, Steven Rosenberg

Guests: Kyle Walker and Gordon Swensen – USOR

Staff: Karla Aguirre, Tara Connolly, Diane Lovell, Laurel Morris, Brent Newren, Mary Peterson, Yvette Woodland

**Call to Order, Announcements & Opening Business**

Chairman Greg Diven called the meeting to order at 12:35 pm. He made available copies of the Utah Plans for Pandemic Influenza DVD from the Governor's Summit for those interested. In addition, he noted that Council along with Allan Allred-President/CEO Questar Operations Division and Ryan Richards-V.P. and General Counsel for Novell, may become involved with a Department of Health Task Force being formed to assist employers with preparedness.

Mr. Diven reiterated the need for additional clerical Worksite Learning sites in Sandy and Midvale and laborer and retail openings region wide.

Louie Silveira has resigned from Regional Council. He has been reassigned to Seattle and has requested that the new manager of the Murray Costco replace him on the Council. In addition, Ron Andersen has also been reassigned and has recommended the new LDS Welfare Square manager replace him on the Council.

Brent Newren-Manager Downtown Employment Center was welcomed and provided highlights of recent center activities and accomplishments. His handout included current information on Employment Exchange and Support Services. He noted that FEP

Participation for the Downtown Center is currently at 54.7%. This achievement is largely due to the Center's internship (worksite learning) program.

### **1. Consent Agenda – Greg Diven**

**A full quorum was not present so action on the minutes was deferred until the June meeting.**

### **2. Regional Director's Report – Jon Pierpont**

Jon Pierpont reported on four information items.

- Mr. Pierpont provided a handout outlining the Region's **FEP Participation** statistics through April 2006. He noted that Central Region began at a 14% participation rate and now leads the state at 32.93%. The Downtown Center has exceeded the 50% goal and is currently at 54.7%. Each Employment Center within Central Region has been challenged to meet the 50% mark by June.
- **Refugee Services** – During the past few months, a series of meetings have been held with refugee service providers and refugees in an effort to identify unmet needs and develop service strategies to address those needs. DWS and Salt Lake County sponsored two "Townhall" meetings that gave providers and refugees an opportunity to speak directly with government leaders about their primary concerns. Follow up, problem-solving discussions are underway and the department will keep the Diversity Committee and Council informed of progress and opportunities for assistance from the Council.
- **One Stop Homeless Model** – DWS proposed a service delivery model that outlines a methodology to serve the chronically homeless population in a "one stop" environment. Focus groups will be held in June to gather input and feedback before the projected implementation date of September 1, 2006. Mr. Pierpont will present the proposed model to the Council at an upcoming meeting.
- **John Nixon**, DWS Deputy Director, has been appointed to serve as the Executive Director of the Governor's Office of Planning and Budget, and will be leaving the department very soon. Mr. Pierpont will inform the Council of Mr. Nixon's replacement, as soon as a decision is made.

### **3. Executive Committee Report – Greg Diven**

Chairman Diven referred to the 2006-07 meeting schedule and clarified that there would not be a Council Meeting in July. The Executive Committee will meet on July 13<sup>th</sup> and all members are invited to attend. Mr. Diven also mentioned the Council of Council's is scheduled for October 12<sup>th</sup> and asked that everyone mark their calendars for this event.

Mr. Diven then referred to the current committee assignments list and asked members to be sure and opt to serve on one or more committees.

The Chair and Vice Chair nominating process was discussed and a list of eligible private sector members was shared. Mr. Diven briefly outlined the nominating process and asked for nominations. He announced that voting may be completed electronically by members who will not be able to attend the June 22<sup>nd</sup> Council Meeting. It was noted that Paul Jackson has expressed interest in the Chair position and John Hill in the office of

Vice Chair. Mr. Diven encouraged other members interested in holding office to contact Diane Lovell.

Chairman Diven thanked all who were involved in making the Annual Retreat a success. Each committee did an excellent job in completing their respective draft plans for inclusion in the Council's Regional Plan for 2006-2007. The final plan is to be forwarded to Mike Richardson, State Council Director, by June 14th. He thanked Diane Lovell for her assistance in compiling the draft Regional Plan.

#### **4. Committee Reports & 2007 Strategic Plan Update**

Executive Roundtable - Greg Diven shared the updated goals and reported that John Hill was selected as Co-Chair. Mr. Diven also reported the following for the Automotive and Construction Industry Roundtables:

- Automotive Industry - The May 10 Curriculum Meeting involving SLCC, ATC, Key Legislators, Bob Garff, Larry H. Miller and high school instructors was postponed in order to give the new Workforce Improvement Committee (WIC) an opportunity to review the issues. The meeting will be rescheduled after feedback from the WIC.

The Applied Courses Committee, Co-Chaired by Linda Fife, is working on a White Paper in support of applied courses.

The Miller MotorFest is scheduled on September 27<sup>th</sup> and 28<sup>th</sup> at the SLCC Miller Free Enterprise Center.

Linda Fife reported that SLCC and the SL/TATC have signed an articulation agreement. She added that SLCC has been great to work with.

- Construction Industry – The Roundtable Committee identified two key issues to present at the next Construction Roundtable.
  - Promoting construction as a career both to youth and non-traditional populations. (The Diversity Committee may want to partner on this).
  - Continue support for applied courses

Basic Needs – No report was given.

Training & Development – Linda Fife reported on the following:

- The Utah Safety Council Application has been withheld and is pending approval by the Customer Protection Agency.
- TechSkills is an approved provider for Workforce Services that offers a pharmacy technician program. Approximately one year ago the Pharmacy Board changed the requirements for this program. Schools were required to revise their curriculum to be consistent with the new requirements. TechSkills did not have the approved curriculum and several students sponsored by DWS completed the program but are not eligible for licensure. One of the DWS students complained to Gephardt and a negative story was aired. Following Mr. Gephardt's

investigation, a number of improved procedures are being implemented to prevent this type of situation from recurring. Tara Connolly reported on some of the procedural changes underway which include:

- A change in policy enabling the removal of schools from the approved list
- Removal of several providers from the list that are not meeting Division of Professional Licensing (DOPL) and Consumer Protection requirements
- Tightened the provider process to make sure all schools are registered with Consumer Protection.
- Included the wording from Consumer Protection's law and including on the DWS Provider Application
- Implementing a process for provider recertification.

Youth Council – No report was given.

### **5. Diversity Committee**

Tony Gomez presented a slide show and reported on the following:

- Committee membership
- Goals:
  - Provide assistance to DWS on how best to assist Refugees coming into the State of Utah.
  - Provide assistance to DWS in how to best address the chronic homelessness situation in the state.
- Refugee Project Tasks – A copy of the State Refugee Count by nationality was provided. A list of tasks to address refugee issues included:
  - Identify organization and contact points that work with refugee clients
  - Meet with refugee community partners
  - Review current services available to refugees, not only through DWS but with other resources and see where coordination could effectively occur
  - Review interpretive services and identify what languages pose the greatest barriers
  - Identify current number of refugees in Central Region
- Homeless Project Tasks:
  - Attend homeless committee meetings in the community and introduce committee goals
  - Pursue “One-Stop” concept for providing services to homeless individuals and their families
  - Review current services available to homeless not only through DWS but other community based organizations
  - Identify number of homeless in Central Region

Following the presentation, Mr. Gomez addressed questions about the information provided. Greg Diven thanked Tony Gomez and the Diversity Committee for their presentation.

Mr. Diven noted the next Executive Committee meeting will be held June 8<sup>th</sup>, and will be immediately followed by an Executive Roundtable Committee meeting.

**6. Old Business**

There was no old business to discuss.

**7. New Business**

There was no new business to report.

**8. Public Comment**

There was no public comment.

Mr. Diven adjourned the meeting at 1:30 pm.